

# Wisconsin Department of Regulation & Licensing

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## EXAMINING BOARD OF SOCIAL WORKERS, MARRIAGE AND FAMILY THERAPISTS AND PROFESSIONAL COUNSELORS

### SOCIAL WORK SECTION

#### BEFORE YOU APPLY FOR SOCIAL WORKER TRAINING CERTIFICATE (SWTC)

The purpose of the Social Work Training Certificate is to permit persons with majors in other human services fields to work as social workers while attaining courses and experiences that will qualify them for the basic social worker certificate.

Courses and field placements (internships) completed during the degree program that is being used for the SWTC will be evaluated to determine if they meet training certificate requirements. Four social work courses of three semester credits each, plus a supervised social work internship, a pink application and fee, and taking and passing the national social worker examination and a state jurisprudence examination must be done before receiving the final certification as a basic social worker. The four courses and experience must have been fulfilled by the end of the two year duration of the training certificate including coursework. The training certificate is not renewable, and will end before the two years are over if the applicant fails the national examination.

This may require a substantial commitment of time and resources on the part of yourself and your employer, and success is not guaranteed. It is necessary to hold the SWTC while obtaining the required experience for the SWTC either through employment or internship. There is another avenue to a social work certificate if you do not need to be called a social worker as you train. You can seek a bachelor's or master's degree in social work from a program accredited by the Council on Social Work Education. This will allow you to apply directly for a social work certificate.

Requirements for completion of the SWTC are 4 courses and an internship or employment (please refer to MPSW 3.13).

Courses and internship taken as part of the degree program used for the SWTC may qualify for the SWTC requirements.

It would be wise to look into the availability of courses and supervised experience, before submitting an application for the SWTC, the SWTC will be issued automatically when the following criteria have been met:

1. Application and \$10.00 fee has been received.
2. Verification of an approved degree (upon receipt of transcript, unless you are notified that course descriptions are required.)
3. There are no convictions or pending charges

**\*Once the SWTC has been issued it cannot be returned unless all requirements have been met or you do not wish to complete the requirements for the SWTC.**